



Request for Proposal

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Missouri Department of Transportation
1590 Woodlake Drive
Chesterfield, Missouri 63017**

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ST. LOUIS INTEGRATED ADVANCED TRAFFIC MANAGEMENT SYSTEM DEVELOPMENT, DEPLOYMENT AND SUPPORT SERVICES

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LIST OF ACRONYMS AND DEFINITIONS

Application	All software components and associated interfaces
ATMS	Advanced Traffic Management System
MHTC	Missouri Highways and Transportation Commission
MoDOT	Missouri Department of Transportation
RFP	Request for Proposals
TMC	Traffic Management Center

INTRODUCTION

This Request For Proposals (**RFP**) seeks proposals from qualified organizations (**Offeror**) to furnish the described services to the Missouri Highways and Transportation Commission (**MHTC**). Eight (8) copies of each proposal must be mailed in a sealed envelope or hand-delivered in a sealed envelope to Mr. Ed Hassinger, Missouri Department of Transportation 1590 Woodlake Drive, Chesterfield, Missouri 63017. Proposals must be received in the office of Mr. Ed Hassinger no later than 4:00 p.m. local time, January 13, 2004.

MHTC reserves the right to reject any and all proposals for any reason whatsoever.

PROPOSAL

- (1) The Offeror shall provide all necessary information requested in accordance with the terms and conditions requested in this RFP.

Authorized Signature of Offeror: _____

Date of Proposal: _____

Printed or Typed Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Electronic Mail Address: _____

SECTION (1): GENERAL DESCRIPTION AND BACKGROUND

(A) **Request for Proposal:** This document constitutes a RFP from qualified organizations to provide development, deployment and support services to MHTC and the Missouri Department of Transportation (**MoDOT**).

(B) **Background:** The St. Louis District of MoDOT is currently operating an interim Advanced Traffic Management System (**ATMS**) to assist in the management and operations of the region's freeway transportation system. The overall goal and objective of this RFP is to transition from this interim system into an integrated ATMS for the region. This system will need to be a cooperative effort with other similar State of Missouri ITS activities and efforts and those efforts underway by the Illinois Department of Transportation.

Management and Operations (ITS) Activities in the St. Louis Region

MoDOT continues to invest in ITS solutions in rural and urban areas. We are committed to provide funding and resources to deploy these technologies and integrate with other agencies and important outside stakeholders into a seamless statewide system. The St. Louis regional effort is identified as the Gateway Guide Program. Our current efforts are described below.

- Gateway Guide. Gateway Guide is focused on managing traffic and incidents on urban freeways in the St. Louis region. The following are the highlights
 - A regional partnership exists between Illinois DOT, Missouri DOT, Metro-St. Louis (regional Transit Authority), East West Gateway Coordinating Agency (Metropolitan Planning Organization), and other local city and county agencies.
 - Coverage of heaviest traveled freeways, interchanges and major river bridges in the St. Louis region.
 - The development and operation of a traffic management center.
 - The installation of cameras, dynamic message signs, vehicle detection stations, lane control devices and telecommunications infrastructure.
 - Links to information service providers including media sources, transportation and emergency stakeholders.
 - Regional incident management program that includes the St. Louis Motorist Assist service patrol.
 - Planning and deploying an automatic vehicle location (AVL) pilot project.
 - Planning a ramp metering system.
 - A regional advance traveler information system.
 - A regional integration effort with Transit Agencies
- Arterial Traffic Signal Systems. A number of closed loop signal systems have been in operation for over 10 years in the St. Louis area. In addition to expanding the coverage of these systems, a grass roots effort by a number of stakeholders is to develop a regional signal system.
- The future direction of the Gateway Guide Program places the integration of regional and statewide ITS activities at the core of an overall business plan to better manage and operate Missouri's transportation system.

SECTION (2): SCOPE OF WORK

- (A) **Services:** The Offeror shall provide the following professional services:

Task 1 - Project Management – this task will provide project management activities throughout the duration of the project. Activities include, but are not limited to, project administration, project scheduling, project meetings, communication and distribution of project activities, documentation, financial management and tracking. The selected consultant shall also coordinate this project with other related statewide and regional projects.

Task 2 - Review of Existing ATMS Documentation – this task will review all pertinent documents developed to gain an insight on existing regional and statewide systems and develop a document that will provide guidance in the development, deployment and support of the ATMS application.

Task 3 - Review and Update Concept of Operations and Requirements - this task will update the existing documents that define the environment in which the ATMS application operates. Information from documents reviewed in Task 2 will serve as the basis for this document's revision that includes defining and identifying major elements, practices and procedures, performance indicators, utilization environment, measures of effectiveness, and system life cycle.

Task 4 –Telecommunication Architecture Development – this task will evaluate and assess existing IP/Sonet telecommunication infrastructure and utilize that information to develop the ATMS application with inclusion of all legacy systems where applicable.

Task 5 – Center-to-Center Communications – this task will research, recommend and develop the best approach and application to share information (data, video, etc.) between other TMC's located within MoDOT, adjacent states and the local region. This task includes the development, deployment and final testing/acceptance of a "Proof of Functionality/Operation" between the St. Louis ATMS and the Kansas City ATMS.

Task 6 - ATMS Implementation Phasing Plan Development – this task will develop a plan that will guide the phased implementation of the ATMS application in the St. Louis region.

Task 7 - ATMS Build in the Development Environment – this task will install, integrate and test the developed ATMS application based upon a developed system test plan and acceptance criteria in a controlled environment prior to installation at the Traffic Management Center (TMC). This task includes the development of the integrated ATMS application.

Task 8 - ATMS Hardware Equipment Requirements – this task will develop the requirements for the hardware equipment needed to integrate with and transition from the region's legacy systems to an integrated ATMS Production Environment. MoDOT's technical architecture is in part comprised of Windows 2000, AIX and Oracle databases. Our development platforms are based on open systems and Java. Utilization of existing and these key hardware and software components shall be fully considered in this task.

Task 9 - ATMS Build in the Production Environment – this task will incrementally install and configure the developed ATMS application with the legacy system components and new expansion components based on the system test plan and acceptance criteria developed during Task 7 – Development Environment.

Task 10 – Development and Documentation of Application Manuals – this task will develop and compile all documents during the entire project into an acceptable electronic reproducible format that can be updated to reflect future changes to the ATMS application. Documentation shall include, but is not limited to the following deliverables: Operators Manual, System Operations and Administration Manual, Hardware Maintenance Manual, Software Maintenance Manual, etc.

Task 11 - Training - this task will provide all necessary training needed to perform operational, management and administration duties of the ATMS application.

Task 12 – Develop Future Support Services Process – this task will develop a process by which future support services, such as maintenance, ongoing operations and enhancements to the ATMS application can be acquired. This process will include formation of a multi-year, single year MoDOT renewal only service contract process. MoDOT will reserve all rights to extend this contract under an amendment to this contract for these additional support services or to seek other organizations to provide the multi-year contractual support services. The only required services under this task will be for the resources needed to develop the process for future support ATMS application services.

(B) Specific Requirements:

- (1) The Gateway Guide Program has developed “User Requirements” and “System Requirements” that are available for downloading at: <http://www.modot.state.mo.us/local/d6/hottopics/TrafficTopics/STL%20ATMS%20.html>. These documents shall provide the primary guidance in the development, deployment and support of the St. Louis Integrated ATMS application.
- (2) The State of Missouri’s desired objective to have an integrated statewide ATMS application shall also be addressed by utilizing and modifying the Kansas City ATMS application where appropriate.
- (3) Other related statewide ITS/Management and Operations documents shall also be considered in the development of the St. Louis ATMS application.
- (4) The Offeror shall provide a warranty that shall include all necessary services at their expense to correct failures or malfunctions in the ATMS application for a period of one year after MoDOT’s approval of the final system testing and acceptance report.

**SECTION (3):
PROPOSAL SUBMISSION INFORMATION**

(A) SUBMISSION OF PROPOSALS

- 1. Signature:** Proposals should be signed and returned (with necessary attachments) to Mr. Ed Hassinger as provided in this RFP. Specifically, any form containing a signature line in this RFP and any amendments, etc., must be manually signed and returned as part of the proposal.
- 2. Submission of All Data Required:** The Offeror must respond to this RFP by submitting all data required in paragraph (B) below for its proposal to be evaluated and considered for award. Failure to submit such data shall be deemed sufficient cause for disqualification of a proposal from further consideration.
- 3. Public Inspection:** The Offeror is hereby advised that all proposals and the information contained in or related thereto shall be open to public inspection and that MHTC does not guarantee nor assume any responsibility whatsoever in the event that such information is used or copied by individual person(s) or organization. Therefore, the Offeror must submit its proposal based on such conditions without reservations.
- 4. Clarification of Requirements:** Any and all questions regarding specifications, requirements, competitive procurement process, or other questions must be directed to:

Ms. Teresa Krenning
Missouri Department of Transportation
1590 Woodlake Drive, Chesterfield, Missouri, 63017
krennt@mail.modot.state.mo.us (email)

All Offerors will be responsible to request and/or review all potential concerns and/or questions and associated response that might arise from the RFP at <http://www.modot.state.mo.us/local/d6/hottopics/TrafficTopics/STL%20ATMS%20.html>.

- 5. DBE Participation:** Offerors are encouraged to use DBE participation in their proposals. A DBE goal of 8% has been established for this proposed professional service contract. Offerors are required to quantify the amount of minority and/or female participation in their proposal.

(B) REQUIRED ELEMENTS OF PROPOSAL

The Offeror will provide eight (8) copies of their proposal that shall not exceed thirty (30) – 8 ½” x 11” pages in length. The proposal shall include the following:

Business Organization: State the full name and address of your lead team organization and, if applicable, the branch office or subordinate element that will perform or assist in performing the service requested. Reference information shall be provided indicating the name, title and telephone number of at least three (3) officials of previous or current clients in which similar work was performed over the past three (3) years.

Project Understanding: Present your understanding and knowledge of this project as presented in the proposed Scope of Work and how you will pursue and complete each task. An estimate of time required to perform each tasks shall be provided as part of project understanding. The table in Section 3(D) provides a recommended format for this timetable.

Project Completion: The project completion date should be no later than twelve - (12) months after the notice to proceed.

Consultant Qualifications and Prior Experience: Include statements concerning the recent related experience of the persons from your team who will be actively engaged in the proposed effort. Do not include team member experience unless persons who will work on this project participated in that experience. Emphasis should be placed on experience directly applicable to the project requirements. Team member experiences should include references to their involvement with the activities of development, deployment and support of ATMS services. Prior experience should include a contact person from each organization that was provided these ATMS services.

Personnel: Specific background information on key individuals, who will be assigned to the project, should be included. The background information on these individuals should emphasize their experience relative to this project’s requirements. A general resume is not a satisfactory substitute for this information.

Authorized Negotiators and Project Manager: Include the names and telephone numbers of the Offeror’s authorized personnel that will negotiate and manage the proposed contract.

(C) EVALUATION CRITERIA AND PROCESS

- 1. Evaluation Factors:** Any agreement for services resulting from this RFP shall be awarded to the Offeror providing the best proposal to MHTC. After determining responsiveness, proposals will be evaluated in accordance with the following criteria:
 - A. Experience and expertise;
 - B. Personnel and Availability for Requested Services;
 - C. Past Performance and Recommendations from references;
 - D. Accessibility;
 - E. Familiarity and Capability; and
- 2. Historic Information:** MHTC reserves the right to consider historic information and facts, whether gained from the Offeror's proposal, question and answer conferences, references, or other sources, in the evaluation process.
- 3. Responsibility to Submit Information:** The Offeror is cautioned that it is the Offeror's sole responsibility to submit information related to the evaluation categories and that MHTC's representative is under no obligation to solicit such information if it is not included with the Offeror's proposal. Failure of the Offeror to submit such information may cause an adverse impact on the evaluation of the Offeror's proposal.

(D) PROJECT SCHEDULE

- (1) Estimated Time Required:** List the estimated time, in total hours or equivalent days, required to complete each task

Task Number	Estimated Time Needed
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	

(2) Selection and Award Schedule: The following are estimated dates for consultant selection and contract implementation:

<u>Action</u>	<u>Date</u>
RFP Due	January 13, 2004
Notification of Short List	January 19, 2004
Consultant Oral Presentations	January 28 & 29, 2004
Notification of Selected Consultant	February 6, 2004
Contract Negotiations Completed	February 20, 2004
MHTC Approval	Early April 2004
Notice to Proceed - Award	Late April 2004